

## **Parks and Recreation Department**

### **Arena Policies**

Rev. 4/5/10

#### **Fees**

Arena Daily Use		\$ 60.00
Arena Two Day Event		\$100.00
Small Group Jackpots	Per Person (maximum of \$60)	\$ 2.00
Stalls	per night	\$ 5.00
Stalls	Monthly	\$ 45.00
Cleaning & Damage Deposit (Stalls)		\$ 50.00
Sound System	To be included in arena rental fee	
Concession Stand	Non-profit groups	\$ 20.00
Cleaning & Damage Deposit	To include use of private equipment	\$150.00
Daily Arena Damage Deposit		\$50.00

Arena use is FREE on a first come-first served basis except when it is rented, or has been prepared for rental. Check the announcer's booth for Green Reservation Card with information.

Scheduled 4-H and youth groups may reserve **\*non-prime time** No charge  
Weekend and evening usage by 4- H and youth groups Daily use/Damage deposit is required

**\*Non-Prime time** is Monday, 1 p.m. – 4 p.m.; Tuesday thru Thursday 8 a.m. – 4 p.m.

#### **Scheduling**

- All events, sessions and usages requiring ground preparation will need to be scheduled and paid for in advance through the City of Delta Recreation Center. The Delta Parks Department will work the ground and water prior to the scheduled event. For events scheduled early Saturday mornings, the facility will be prepared Friday during working hours. Arrangements need to be made with the Delta Parks Department to assure the grounds meet the Event Holders satisfaction.
- Clean up of facility by the Event Holder is required. The Parks Department reserves the right to charge the Event Holder or retain from the damage deposit, the cost of any type of clean up and or damages including the removal of unusual amounts of rubbish.
- Arrangements need to be made with the Recreation Department to pick up the key (announcers booth) for events.
- Conflicts created by drop in usage will be handled as follows:  
Scheduled reservations will take priority. If neither group has a reservation, then a first come-first serve agreement shall be followed. We urge drop in users to notify the Recreation Department to avoid conflicts. A two hour use maximum will be set.

#### **Insurance and Indemnity Provisions**

- Use of City facilities is at the sole risk and responsibility of the applicant. For all privately sponsored events (other than Delta Parks or Recreation Dept. sponsored activities), proof of general liability insurance in an amount of coverage not less than \$150,000 per person or \$1,000,000 per occurrence may be required at the time of deposit. The applicant for any permit (by its undersigned representative) hereby agrees to indemnify and hold harmless the City of Delta, and its employees from and against all claims for death, personal injuries and property losses sustained as a result of the use of City Park or Recreation facilities. The applicant understands and agrees that the City itself has immunity from liability for such injuries and losses except for instances of willful or wanton misconduct by City employees, but that such immunity does not extend to private permittees of the City.

## Ground Preparation

- Ground preparation being performed by the applicant needs to be within guidelines of the Delta Parks Department. Using equipment furnished and operated solely by the applicant or its agents. Use and operation of any and all such equipment on City property shall be at the applicant's sole risk. The insurance and indemnification requirements set forth above shall apply to the applicant's equipment usage upon City property. The applicants shall also be responsible for the repair of any and all damage to City property caused by its use and preparation of the arena ground and facilities, and shall be obligated to pre-pay a "damage deposit" before each scheduled event in an amount set by the City Parks Director's as listed above.

## Concessions

- No alcoholic beverages shall be consumed or opened without a permit issued by the Delta Police Department. The local Law Enforcement Agency will be strictly enforcing the open container law.
- For special food preparation at the facility, approval from the Health Department and the Parks and Recreation Departments will be required.
- Concession stand is a bare room with no shelves and no running water. A refrigerator and electricity will be made available for group events at the rate set forth above. The Concession stand will provide the ability to prepare snack type foods. Nothing will be attached to the building.

## Application

The undersigned authorized representative of the applicant hereby applies for a City permit subject to the foregoing terms, polices and requirements and agrees to be fully bound thereby:

Name of applicant

Authorized Representative of Applicant

### Address and Telephone

Signature of Representative

Date fee paid \_\_\_\_\_ Location \_\_\_\_\_ Amount \_\_\_\_\_ Initial \_\_\_\_\_

Recreation Department Approval: \_\_\_\_\_ Date \_\_\_\_\_  
Signature and printed name of City Official

Comments: \_\_\_\_\_

Ground Preparation: Caution if using personal equipment, the arena footing is only 4 to 6 inches deep. Do not tear up arena base. This will keep the integrity of the arena in tact. Caution must be taken not to get too close to the panels so as not to damage them with the equipment. Inspections will be done as to arena's condition prior to and after the event. If there is any damage the applicant will be charged. Water application will be the sole responsibility of the City. \_\_\_\_\_

(initial and date)

## Contact and Operations Information

Contact Person - Paul Suppes Parks Director  
Delta Parks Department  
Telephone number - 970-874-7973  
e-mail address - [paul.suppes@delta-co.gov](mailto:paul.suppes@delta-co.gov)

Reservations – Nancy Doerer Facility Coordinator  
Delta Recreation Department (BHRC)  
Telephone number – 970-874-0923  
e-mail address – [nancy.doerer@delta-co.gov](mailto:nancy.doerer@delta-co.gov)